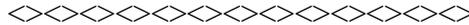


Provost's Council Minutes

June 25, 2020

In Attendance: P Campbell, N Choudhury, J Connell, R Doster, D Echols Tobe, S Gaulden, J Gronbeck-Tedesco, S Hangen, L Keller, G Khaneja, T Landers, A LePore, D Nast, F Papalia, E Petkus, E Rainforth, E Saiff, N Varma, and A Vasishth

Guest Attendees: D Couzens and A Dovi



Approval of Minutes:

Council approved minutes from the **February 27, 2020** Provost's Council meeting.

Report from the Provost:

The Provost shared that the primary reason for this meeting was to review some revisions to a number of academic policies that are necessary to accommodate the NJ Come Home statewide initiative that was already approved by the Presidents of 10 colleges/universities and the 3+1 agreements that have been signed with Passaic County Community College. Since there are already five NJ Come Home students admitted to Ramapo for Fall 2020 and three 3+1 programs (i.e., Psychology, Social Science, and Liberal Studies; note: a 2+2 Social Work program is scheduled to launch in Spring 2021) will be launch at PCCC this fall, these revisions are urgent.

The Council will return to revision of policies/procedures that are currently under review (i.e., Repeat Courses Policy, Integrity of Degree Programs Policy, and Overload Teaching Policy) at a later date.

Policies/Procedures to be Revised:

- **Policy/Procedure 300-F Undergraduate Residency Requirement**

Issue: Undergraduate students must meet the minimum residency requirements to be certified to graduate. The current Ramapo Residency Policy requires a minimum of 48 credits and a minimum of half the requirements of a major, second major, or minor to be taken at Ramapo College. It also requires the last 32 credits to be completed at Ramapo, even though waivers are typically given for College-sponsored study abroad programs.

Meeting Notes: Suggested changes to the procedure, which include adding language to address the circumstances of students who are enrolled in the RN-to-BSN program, a program offered as a 3+1 with a county college, or in the NJ Come Home initiative cohort – all of whom will/may be transferring in to Ramapo with more than 80 credits – were presented to the Council. It was also recommended that College-sponsored study abroad programs be allowed in the last 32 credits of a student’s program. A summary of what is in place at other colleges was shared and discussion ensued. No further edits were recommended.

- **Policy/Procedure 300-K General Education**

Issue: This policy/procedure needed updating related to the title of gen ed course and the title of the Vice Provost.

Meeting Notes: Suggested routine updating edits to the policy include changing the title to Studies in the Arts & Humanities and the Vice Provost for Academic Programs. No further edits were needed, and the Council approved these changes subject to a formal vote.

- **Policy/Procedure 300-S Minimum Graduation Requirements**

Issue: This policy requires students to have completed a minimum of 48 credits of their required degree coursework and their final 32 credits in residence at Ramapo College, which students enrolled in the programs with 3+1 agreements and the RN-to-BSN and possibly students admitted through the NJ Come Home initiative may not be able to meet. Also, it must be clarified to stipulate that students must follow the program requirements of the catalog in place at the time of matriculation, and the current practice in which the Registrar’s Office has to submit a list of candidates then a list of graduates to the Board of Trustees was described as inefficient.

Meeting Notes: F Papalia presented revisions to the current language that included a new paragraph for new transfer students participating in special program agreements and statewide initiatives and clarification on which catalog must be followed. She also suggested that current practice be amended so that the Registrar’s Office only submits a list of students who are graduates to the Board of Trustees to make the process more efficient and confirmed that there would be no issues with accredited programs if this process were streamlined as suggested. E Saiff asked whether Ramapo has a Graduation Office, which is mentioned in the procedure, and, if so, to be sure to add it to the

Directory. E Rainforth asked about the phrase “new, but non-accredited colleges...” which was later removed from the revised procedure based on ensuing discussion.

- **Policy/Procedure 300-U General Education Reading, Writing, and Mathematics**

Issue: Students admitted to Ramapo via the NJ Come Home initiative could potentially arrive at the College with more than 64 credits and no gen ed reading, writing, and/or math. These students should be required to complete any outstanding gen ed reading, writing, and/or math requirements as soon as possible.

Meeting Notes: A paragraph was added to the procedure that explains NJ Come Home and other similar students admitted to Ramapo under a statewide initiative who transfer in the maximum number of credits are required to take these gen ed courses in their first semester at the College. No further edits were needed, and the Council approved these changes subject to a formal vote.

- **Policy/Procedure 300-ZZ Undergraduate Students Taking Graduate Courses**

Issue: Post-baccalaureate students who attend Ramapo College are not considered matriculated students and, so, cannot technically take graduate courses at the undergraduate tuition rate. The Council should decide under what circumstances it is reasonable for post-bac students to be allowed the “perk” of paying undergraduate tuition rate for graduate-level courses.

Meeting Notes: Suggested revisions to the policy/procedure include splitting the procedure into three distinct cohorts – matriculated undergraduate students, matriculated undergraduate students enrolled in 4+1 programs, and post-bac students (i.e., non-matriculated) – with rules for each clearly specified. Highlights from the discussion included the following comments:

- ✓ A LePore asked whether this was about accounting practices or about academics.
- ✓ T Landers noted that the College is still benefiting if we allow post-bacs with any number of credits completed to enroll in graduate courses at undergraduate tuition rates.
- ✓ A Dovi shared that tightening the policies/procedures would make tracking graduate cohorts more accurate and easier.

- ✓ F Papalia shared examples of the 4+1 pipelines that students typically pursue (e.g., Accounting UG to MSAC; Elementary Ed UG to MASE).
- ✓ A Dovi recommended that formalized pipelines with detailed curriculum maps be created if we see a lot of students in particular pipelines to graduate programs.

Ultimately, the recommended revised language was favored by the majority of those present. Post-bac students will need to complete a minimum of 48 credits while matriculated in a second degree program in order to be eligible to take three graduate-level courses at the undergraduate tuition rate.

- **Policy/Procedure 300-P Graduation with Distinction for Baccalaureate Degree Recipients**

Issue: As presently outlined in the policy/procedure, only students who have completed 64 credits (not including P grades) at Ramapo College are eligible for Latin Honors. This means that students who transfer in to the College via the NJ Come Home, RN-to-BSN, and 3+1 agreements may/will not be able to graduate with distinction.

Meeting Notes: Four possible actions that may be taken by the Provost's Council were presented. They are as follows:

1. Make no revisions to the existing policy/procedure. NJ Come Home, RN-to-BSN, 3+1, and other similar students will remain ineligible for Latin Honors.
2. Include an exception paragraph that would allow NJ Come Home, RN-to-BSN, 3+1, and other similar students who have not completed 64 credits at Ramapo College to still be eligible for Latin Honors.
3. Revise the current procedure to reduce the minimum number of credits that must be completed at Ramapo so that the NJ Come Home, RN-to-BSN, 3+1, and other similar students could be eligible for Latin Honors provided they take the specified number of credits at the College.
4. Write a new policy/procedure that allows students who complete less than 64 credits at Ramapo College to graduate with a different type of distinction (e.g., highest honors, high honors, honors).

Much discussion ensued. Highlights included the following:

- ✓ A Dovi favored option 3 to appeal to transfer students.

- ✓ E Rainforth asked what philosophically was the purpose of Latin Honors. She suggested including an asterisk if Latin Honors were used to record a note that these students completed less than 64 credits at Ramapo.
- ✓ E Saiff favored maintaining one policy/procedure but including option 4 for this separate cohort of students.
- ✓ J Connell questioned whether this is a case of “separate but equal” and expressed concern about equity.
- ✓ N Choudhury shared her experiences with a number of students who transferred in and were not eligible for Latin Honors although they deserved it based on their academic performance at Ramapo.
- ✓ E Saiff opined that if the minimum number of credits was reduced to 32, it would devalue the distinction of Latin Honors.
- ✓ R Doster asked whether their pre-Ramapo grades/GPA could be factored into the decision, but this may cause other issues or also present inequity.
- ✓ J Connell asked what graduate school admissions offices are looking at and whether reducing the minimum number of credits would damage our students’ chances of acceptance.
- ✓ A Vasishth recommended identifying another option.
- ✓ E Rainforth also brought up the inequity related to not allowing courses with D grades to transfer in but Ramapo students can earn Ds in the same courses and have them count toward their degree requirements. S Gaulden asked whether this was a pre-requisite or an articulation issue.

The revision to the Graduation with Distinction for Baccalaureate Degree Recipients Policy/Procedure was tabled. S Gaulden suggested that Council members should solicit input from their colleagues. J Connell and A Dovi offered to seek feedback from admissions offices.

All revised policies/procedures that were favored by most will be moved to the Policies in Review folder on the Provost’s website, which will be announced via a Daily Digest post. Shortly after faculty and staff are given the opportunity to share their feedback, a formal vote will be taken via a Qualtrics survey of Provost’s Council members.

A revision to the Grading Systems Policy/Procedure related to the Y grade will be discussed at our next Provost's Council meeting, at which the other policies under review (i.e., Repeat Courses Policy, Integrity of Degree Programs Policy, and Overload Teaching Policy) will be revisited as well.